



STATEWIDE TRAINING AND EDUCATION ADVISORY COMMITTEE MINUTES

July 20, 2012 Sacramento, California

	Member	Department	Representing	Present	Absent	Term Exp
1.	Bartley, Ed	Modesto Fire Protection District	Nor Cal Training Officers		X	12/31/12
2.	Childress, Dennis	Orange County Fire Authority	So Cal Training Officers	X		12/31/12
3.	Coleman, Ron	OSFM	Chair	X		N/A
4.	Connors, Jim	City College of San Francisco	CA Fire Technology Directors Assn. (North)		X	12/31/12
5.	Hannum, Natalie	Moreno Valley College	CA Fire Technology Directors Assn. (North)	X		12/31/13
6.	Jennings, Mary	CFFJAC	California Firefighters Joint Apprenticeship Committee	X		12/31/12
7.	Kehmna, Kenneth	Santa Clara County Fire Dept.	Fire District Assn. of California		X	12/31/13
8.	Martin, Bruce	Fremont Fire Department	California Fire Chief Assn.		X	12/31/12
9.	Myers, Ron	North County Fire Authority	League of California Cities			12/31/12
10.	Olson, Kevin	CAL FIRE	CAL FIRE Academy	X		12/31/13
11.	Stefano, Daniel	Laguna Beach Fire Dept.	California State FireFighters Assn.	X		12/31/13
12.	Thomas, Rich	California Professional Firefighters	California Professional Firefighters	X		12/31/12
13.	Wagner, Ken	Roseville Fire Department (Ret)	California Fire Chief Assn.	X		12/31/13
14.	Zagaris, Kim	Cal EMA	Cal EMA	X		12/31/12
15.	VACANT	CAL FIRE	CAL FIRE			12/31/13
16.	VACANT	Metro Chiefs	Metro Chiefs			12/31/12
	Alternate	Department	Representing	Present	Absent	Term
17.	Davidson, Bret	Rancho Santa Fe Fire Protection District	So Cal Training Officers	X		12/31/12
18.	Hurley, Charles	Oroville Fire Dept.	League of California Cities		X	12/31/12
19.	Knapp, Chuck	Barstow Fire Protection District (Ret)	California State Firefighters Assn.		X	12/31/13
20.	McCormick, Ron	Fremont Fire Dept.	California Professional Firefighters		X	12/31/12
21.	Tollefson, Tennis	Sierra College	CA Fire Technology Directors Assn. (North)	X		12/31/12
22.	Turner, Tom	Victor Valley College	CA Fire Technology Directors Assn. (South)		X	12/31/13
23.	Wagner, John	Sacramento Metro Fire Dept.	Nor Cal Training Officers	X		12/31/12

	Staff	Department	Position			
1.	Richwine, Mike	OSFM - State Fire Training	Division Chief	X		
2.	Slaughter, Rodney	OSFM - State Fire Training	DSFM III	X		
3.	Romer, Mark	OSFM - State Fire Training	RA/Roseville FD (Ret.)	X		
4.	Vandevort, William	OSFM - State Fire Training	DSFM III – RA	X		
5.	Wilshire, Mary	OSFM - State Fire Training	Manager, Certification & Instructor Registration	X		
6.	Menchaca, Linda	OSFM - State Fire Training	SSA – Instructor Registration	X		
	Guests	Department	Representing			
1.	Gigliotti, Lorenzo	Cal EMA Fire		X		
2.	Gear, Joe	Cal EMA Fire		X		
3.	Revere, Marc	Novato Fire		X		
4.	Begala, John	Marinwood Fire		X		
5.	Vail, Scott	Cal EMA		X		
6.	Otero, Ignacio		College of the Desert	X		

I. Introductions and Welcome

The meeting was called to order at 9:00 am by Chair Ronny Coleman.

The Chair welcomed members and guests. Roll was called by Mary Wilshire, self-introductions were made and a quorum established.

II. Approval of Agenda

The agenda was adjusted after the preliminary meeting. From now on, Mission Alignment will shape the agenda's format; future items need to fit into its categories.

Meeting participants are asked to share with their own organizations that future agendas will be shaped by the Mission Alignment Project.

III. Approval of Minutes

Issue: **Approval of the April 20, 2012 minutes.**

MOTION: *K. Olson moved to accept. Motion was seconded.*

Action: *The motion carried unanimously.*

IV. Mission Alignment

A. Achieving National Recognition

1. Discussion: California National Fire Academy (NFA) Endorsed Courses

Presenter: Rodney Slaughter

Attachment A

R. Slaughter has submitted a number of courses in varying formats to the NFA for their review. NFA asks for specific materials to send to their consultants, and since the course development process is changing, we are not sure yet which courses will be approved.

The NFA provides instructors and even small grants to state fund for any approved classes, enabling us to offer some courses more often.

The question arose if entry-level firefighters receive counsel on what order to take courses in for their desired career tracks. Chief Richwine said not currently, but that is among the mission alignment goals.

B. Curriculum Development and Delivery

1. Action: Instructor qualifications for the new Fire Prevention 1 course (Attachment 1)

Presenter: Mark Romer

The Fire Prevention 1 course has been rewritten to include recommendations, as detailed in the attachment. The word “supervision” requirement has been changed to coordinate.

Chief Richwine asked if the training requirements should say “Fire Instructor”. Mark explained that the language was taken straight out of the policies and procedures manual. It was clarified that instructors must be qualified by 1 *or* 2, not 1 *and* 2, and that the statute authorizing CFSTES says the position must have been held in a “California fire department.” Because of reciprocity and possible influx of personnel, this will be an ongoing issue.

MOTION: *Ken Wagner moved to approve the instructor qualification for the new Fire Prevention 1 course with the recommended revisions. Dennis Childress seconded the motion.*

Action: *The motion carried unanimously.*

2. Discussion: Curriculum Development Task Force Update

Presenter: Bill Vandevort

The student manual for Command 1C course has been completed. The materials will be consistent with *WUI strategy* in the field, and it has been accepted in FIREScope.

The task force has been revising the course development documents, and this impacts instructors. They have created simplified, cleaner formats for certification and training standards, course plans, and task books. A train the trainer program will take place in August for cadre leaders and editors.

Registered instructors have seen the course plan, and there will be a lot of concern because we’re not providing a syllabus and tests, etc., but they will receive clear directions on putting together courses and terminal learning objectives, and the various national publishers are available as a resource, providing tests, visuals, and activities.

Certification will be easily kept current, with multiple teams working at the same time. It has yet to be determined how many certification tracks there will be.

N. Hannum pointed out it’s a great opportunity to work with the publishers, and noted that the instructors will be doing similar work to their community college

courses. We have to accredit outside of State Fire Training (SFT), and we must keep moving and growing. Other states' programs are also being evaluated.

Chief Richwine said a community college representative should work with the task force, and Natalie agreed to submit names for the task force.

B. Vandevort reminded the committee we are strictly following National Fire Protection Association (NFPA) standards for certification, except in very rare cases where they can't write a job performance requirement for California, in that case training will be State requirements.

Chief Coleman pointed out our current materials came from studying a firefighter's occupation in the sixties, not necessarily NFPA. He also noted that the continuing education/training concept is moving ahead in the fire prevention arena and will be part of the new Inspector 1 and Inspector 2 requirements.

We also want to make sure we're on track with the National Fire Academy, and the Fire and Emergency Services Higher Education (FESHE) system.

3. Action: Granting of reciprocity for the International Association of Firefighters (IAFF) Fire Ground Survival program to fall in line with SFT's 16-hour Firefighter Survival FSTEP course (Attachment 2)

Presenters: Chief Marc Revere, Novato Fire Protection District and
Captain John Bagala, Marinwood Fire Department/Marin Professional Firefighters Local 1775

M. Revere and J. Bagala presented information on the IAFF Fire Ground Survival program, which they feel is in alignment with the FSTEP courses. They ask two things: 1) that the course be considered equivalent to the FSTEP course; and 2) that certified instructors could take it but be allowed to teach the FSTEP course.

J. Bagala feels it is an excellent course. IAFF wants to develop a better relationship with SFT to move this forward. There aren't a lot of instructors for the FSTEP course, especially in Northern California. Currently you have to take the FSTEP class before you can teach it, although it's not offered very often. Allowing SFT instructors to take the IAFF course before teaching the FSTEP course would broaden the pool of available instructors.

Chief Coleman said there was no analysis or summary of the issue presented in the attachment, but this is the kind of process we're trying to encourage with mission alignment.

Chief Richwine said that in 2010, when the SFT program went to the State Board of Fire Services meeting, he was advised there was another program in the works. CA Professional Firefighters Association President Lou Paulson asked that SFT

evaluate the IAFF course for equivalency of the FSTEP class. SFT has not seen the curriculum until now. Cadre members of both courses need to analyze it.

R. Collins has been struggling to find someone who can actually teach the FSTEP course; J. Bagala has thirty instructors who can teach the IAFF curriculum, but they can't teach the FSTEP course without STEAC approving equivalency.

Chief Richwine: SFT will facilitate a meeting with the cadre and report back at the October STEAC meeting.

L. Menchaca stated SFT would need to process these the way they process other instructors. The details need to be further hammered out. For STEAC members, this will become a recurrent issue. SFT needs to develop some kind of historical recognition process.

M. Revere and J. Bagala feel adopting the curriculum is the more important request, not the instructors. There was some discussion about if, in the case of allowing those instructors, the instructors' certification was being considered equivalent or if the people were being considered equivalent.

M. Revere noted the FSTEP programs don't lead to certification; neither will the IAFF program. We could leave it up to the organization to choose which program they want for training.

N. Hannum asked for a second proposal, laying out that they are asking for two things: curriculum equivalency, and instructor inclusion.

MOTION: *M. Jennings moved to send the IAFF curriculum through the SFT process as necessary, and back to the cadre for evaluation for its equivalence to the FSTEP course Fire Fighter Survival. N. Hannum seconded.*

Action: *The motion carried unanimously.*

The IAFF document contains material that the FSTEP cadre was directed to change (it says "may day"). It is unclear how the cadre will feel about that, but NFPA 1561 will be using "may day" in the future, and FIREScope will also accept May Day. Terminology is evolving.

Chief Coleman feels we have an opportunity to bring some alignment to this process by sitting down and addressing these issues. Ideally, the curricula would not compete against each other. Natalie added whoever facilitates the meeting needs to express that this is for the betterment of the students taking the class, not for glory.

Chief Coleman asked that everyone on STEAC receive a copy of the curriculum.

4. Action: Academy accreditation for College of the Desert (Attachment 3)

Presenter: Rodney Slaughter

Ignacio Otero attended as a representative of the college. The College of the Desert (COD) campus easily meets requirements for an academy. The separate fire training center has new props and adequate classroom space. The program is supported locally by local fire departments; CAL FIRE provides a lot of resources to them. CHP supports it as well.

R. Slaughter: This is an initial application. They don't have any competition, and they are fulfilling a large need at a regional level. Riverside had implemented a part-time academy, and they're doing away with it now. Many students can't afford to get to other academies. Their classes completely fill with 40 students. The COD serves Twenty-Nine Palms, east high desert and Coachella Valley; they get a lot of local CAL FIRE and some other firefighters, and a lot of volunteers. They currently have 25 instructors, from a broad area. It will be number 42 of the accredited academies.

K. Olson asked if High Desert has anything going on in terms of fire science courses; I. Otero stated they don't.

MOTION: *N. Hannum moved to approve College of the Desert as an accredited regional training program. K. Olson seconded.*

Action: *The motion carried unanimously.*

5. Discussion: CICCIS and T3 AHIMT Training (Handouts 1-4)

Presenter: Scott Vail

The California Incident Command Certification System (CICCIS) Task Force (Task Force) has concerns and information for STEAC to be aware of. The handouts cover many of the concerns and recommendations. The CICCIS is moving away from the National Wildfire Coordinating Group (NWCG) courses, and deciding if they need to follow the Federal Emergency Management Agency (FEMA) guide or modify it to meet California standards.

The qualifications to be a Type 3 person in FEMA are very limited, which worries the Task Force. The Task Force plans to recommend requiring some subordinate experience in addition. Part of the problem is that not everyone taking this training is a fire person.

The Task Force believes NWCG and EMI may agree to their equivalent positions, so they will probably recommend that we accept that equivalency matrix rather than redoing it. In California, we'll have Type 1 and Type 2 teams that are federal

and fire-based, and Type 3 teams seem to be a mix of hospital personnel, police, etc.

If you're getting grant money from Cal EMA, you have to use Cal EMA instructors to deliver FEMA ICS courses. Most of the courses developed are developed by EMI, and not the NFA, and that's part of the problem.

A CICCIS subcommittee is working to get deeper into the nuts and bolts, to build a statewide guidance document. They will rewrite CICCIS guides to address what wasn't working. Urban Search and Rescue (USAR) is interested in Quals/certification, as is the Department of Defense. They are working on who can issue certificates and what qualifying language has to be on the certificates.

R. Slaughter asked if Cal EMA will handle certification for these positions.

S. Vail stated they will develop the type 3 courses for CICCIS; they only addressed type 3 IC in the first iteration of the guide, so now they have to address some other positions. They'll do the training and issue certificates of completion—how they will do that is not set.

Certification should follow current processes through SFT to hand out that certificate, and then it should go back through CICCIS peer review groups, who should validate the certificate and how the person performed.

This gets back to realignment. Some of the courses at the type 3 level are the same as those at the 400 level with minor variations. Having to take the same course multiple times is frustrating and costly for a new fire fighter. This also underscores the discussion about career planning. Mission alignment aims to eliminate redundancy as much as possible.

C. State Fire Training Reconfiguration

1. Action: Registered instructor qualification issue (Attachment 4)

Presenter: Ken Wagner

At previous STEAC actions, specific timelines were set for registered instructors to switch over to a new Training Instructor Series (taking Training Instructor 1A, 1B, and 1C instead of the old Fire Instructor 1A and 1B). Some people missed the deadline. The question is should SFT: 1) enforce the new standard completely, 2) let them use their previous training only, or 3) provide a means for them to use their previous training with an additional class, either the old Fire Instructor 2A or the new Training Instructor 1C.

A principal component of the new instruction in the series is teaching students how to write tests. The old Fire Instructor 2A and the new Training Instructor 1C adequately cover test writing. The proposal from staff is to accept 2A (if they

already took it) or 1C (if they have not already taken 2A). SFT will accept these until there is a complete rollover.

MOTION: *B. Davidson made a motion to withdraw his requested action, explained in attachment 5. It was deleted at the request of the submitter.*

B. Davidson originally submitted his request because many instructors missed the deadline because they're out of the loop, but if the staff thinks they need the information in the new courses, it makes sense to require them. Clarification: People cannot take 2A now; it must have been previously completed.

MOTION: *B. Davidson moved to adopt Option II, Solution Four: to modify the policy to allow continued use of Fire Instructor 1A & 1B and require completion of the new Training Instructor 1C. As an alternative, a previously completed Fire Instructor 2A course would be an acceptable alternative to Training Instructor 1C. D. Stefano seconded the motion.*

Action: *The motion carried unanimously.*

2. Discussion: Feasibility Study Report for New Learning Management System for SFT

Presenter: Mike Richwine

SFT anticipates this will be approved. Not asking for new money from the legislature; we are using existing funds. Ideally, we should be able to launch the learning management system tool in 2016.

D. Cross Generational Marketing

1. Discussion: Review of new SFT web page

Presenter: Mary Wilshire

Mary demonstrated the new simplified, streamlined SFT website. The tabs will help people find what they need; we are still limited in functionality. We are still unable to do email blasts due to the security of the email system.

V. Announcements/Correspondence

Chief Tonya Hoover recognized the excellent work of Mary Wilshire, who is moving on to Cal EMA.

Chief Richwine thanked Mary for her service.

Chief Coleman spoke about *Deemed to Comply*, on the California State Firefighters' Association (CSFA) website. There's a white paper, a video, and a flow chart. The DMV has endorsed the film. Another program is coming along right behind it, an officer training program called *One Size Does Not Fit All*, addressing state law compliance within resource capacity.

VI. Roundtable

M. Romer gave an update on the instructor update classes, held throughout the state between now and the end of June 2014. Students receive background on SFT and details on the new system, with NFPA-based CTS guides, course plans for instructors to use in developing their classes, and formative and summative tests. Now they will also understand what the new cadre process is. They will act more like community college instructors.

Some instructors are concerned about additional workload. They will have to commit more time to their first course, but they are also being told about publisher resources. They will need to write valid, reliable, and discriminating test questions.

The largest controversy, which will be across the board, relates to the fact that, as certification tracks change, what was there today won't be there tomorrow. This will impact every agency in the state.

Meeting participants are asked to tell their constituents that there will be a change in certification tracks and it will likely affect job specifications for hiring and promotions.

VII. Future Meeting Date

October 19, 2012

Del Valle
Training Center

NOTE: Due to travel restrictions the meeting was moved to Sacramento.

VIII. Adjournment

Chief Coleman adjourned the meeting at 12:27 p.m.